

**Please print
and
Use black ink**

Case #: _____

Date Filed: _____

Fee Received: _____

**BOARD OF ADJUSTMENT
TOWN OF FITZWILLIAM
APPEAL**

Name of Applicant _____

Mailing Address _____ telephone _____

Owner _____
(If other than applicant)

Location of Property _____ Map _____, Lot _____
(Street & Number)

District - _____

THE FOLLOWING ARE REQUIRED:

**** Attach a diagram showing boundaries, setbacks, frontage, dimensions of property.***

**** Attach a sketch, plot plan, pictures, construction plans of what you propose to do.***

If you have applied, or intend to apply to any of these Town Boards regarding this issue, please check.

____ Board of Selectmen (building permit, etc)

____ Planning Board

____ Board of Adjustment

____ Conservation Commission

Please print or type names and addresses of ALL abutters within 200' of boundary lines, or attach list.

Map/Lot	Name	Mailing Address	City/State/Zip Code
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Note: This application is not complete unless all sections are completed. Additional information may be supplied on separate sheet if necessary.

Prepare An up-to-date list of all abutting property owners with their addresses, including the applicant's and owner's name and mailing address. Verify the list at the town office and attach it to your application. If you have any difficulty, consult the Land Use Office, but the accuracy of the list is your responsibility.

Pay a \$75.00 application fee, plus \$5.00 per abutter (from the above list). Your check should be made out to the Town of Fitzwilliam. You may deliver the completed application, with all attachments, to the Land Use Office in the Town Hall or mail it to P.O. Box 725, Fitzwilliam, NH 03447.

Public hearing will be scheduled within 30 days of the receipt of your properly completed application. Public notice of the hearing will be posted and printed in a newspaper, and notice will be mailed to you and to all abutters and to other parties whom the board may deem to have an interest, at least five days before the date of the hearing. You and all other parties will be invited to appear in person or by agent or counsel to state reasons why the appeal should or should not be granted.

After the public hearing, the Board has 14 days in which to reach a decision. You will be notified of its decision in writing.

If you believe the Board's decision is wrong, you have the **right to appeal**. The Selectmen or any party affected have similar rights to appeal the decision in your case. **To appeal, you must first ask the Board for a rehearing.** The motion for a rehearing should be in the form of a letter to the Board. The motion must be made **within 20 days of the Board's decision**, and must set forth the grounds on which it is claimed the decision is unlawful or unreasonable.

The Board may grant such a rehearing if, in its opinion, good reason is stated. The Board will not reopen a case based on the same set of facts unless it is convinced that an injustice would be created by not doing so. Whether or not a rehearing is held, you must have requested one before you can appeal to the courts. When a rehearing is held, the same procedure is followed as for the first hearing, including public notice, notice to abutters and the required \$50.00 fee.